



# The Task Force on the Prevention of Sexual Abuse of Children

(Report to the General Assembly, December 2017)

# Table of Contents

Executive Summary .....	3
Background Information .....	5
Goals, Recommendations, and Outcomes.....	7
Future Work .....	11
Appendix I: Members of the Task Force .....	13
Appendix II: Items Not Waived Checklist 2017-18 .....	16
Appendix III: Sample Greene County Foster Care Forms .....	20



# I. Executive Summary



The Task Force on the Prevention of Sexual Abuse of Children was created in statute during the 2011 Missouri legislative session and was charged with studying and identifying strategies for preventing child sexual abuse. This Task Force provided the Governor, Missouri General Assembly and the State Board of Education with 22 recommendations within the broad categories of community-based child sexual abuse and prevention, professional training and technical assistance, multidisciplinary team excellence, mental health services and treatment, awareness, funding, and statutory changes. Areas for further study were also identified.

The Task Force was reauthorized during the 2013 legislative session to continue to study the issue of sexual abuse of children (Section 160.2100, RSMo). Committed experts are meeting as an Interim Task Force to further this work until members are officially appointed. They focused on four specific recommendations identified in the 2012 report:

1. Standardized training for mandated reporters
2. Best practices and standards for multidisciplinary teams (MDT), law enforcement, prosecutors and medical providers
3. Youth with illegal or inappropriate sexual behaviors
4. Mental health services for sexually abused children

The members of the current Task Force (appendix I) met in 2017 on a voluntary basis to continue addressing the prevention of sexual abuse of children adding some new recommended areas of focus.

The Task Force met three times during 2017. Each of the meetings focused on the work of subcommittees assigned to each priority area, legislative strategies and updates on issues and research within the scope of work for the Task Force.

1. Mandated reporter online training was completed and piloted during November 2016 and was made available free of charge to mandated reporters across Missouri. As of November 1, 2017, more than 9,500 professionals have completed the training.
2. \$200,000 was appropriated to the Department of Elementary and Secondary Education (DESE) to implement a trauma-informed schools initiative and pilot project. The funding would have supported DESE in providing resources, training and funding to school districts that are interested in beginning the process of becoming trauma-informed. The funds for the pilot were withheld.
3. \$500,000 of funding was secured for the Missouri Children's Trauma Network to continue providing evidence-based mental health trainings to mental health practitioners and to enhance access to these services for victims of trauma.
4. Funding was secured from the Children's Justice Act to hire a Child Abuse Resource Prosecutor to enhance the investigation and prosecution of child abuse cases throughout Missouri.
5. Senate Bill 638: Trauma-Informed Schools. <https://motraumaschools.org> was created as part of the Trauma-Informed Schools Initiative which includes a Missouri Model for districts. Pursuant to Section 161.1050, RSMo, each school district shall provide the address of the website described under subdivision (3) of subsection 3 of this section to all parents of the students in its district before October 1 of each school year. This was included on the Items Not Waived Checklist (appendix II) that superintendents use to show compliance with legislation and State Board of Education regulations.
6. Senate Bill 160: Child Abuse and Neglect (effective 2017). This bill
  - a. extends the expiration date of provisions relating to the Joint Committee on Child Abuse and Neglect from January 15, 2018, to January 15, 2023 (Section 21.771, RSMo); and
  - b. modifies the definition of child abuse and the definition of child neglect to include victims of sex trafficking or severe forms of trafficking (Section 210.110, RSMo).





## II. Background Information

The Missouri General Assembly created the Task Force on the Prevention of Sexual Abuse of Children during the 2011 legislative session with the passage of HB 505 (Section 160.2100, RSMo). This legislation further clarified state statutes on child abuse and neglect. There were several major components of the law:

1. The inclusion of charter schools in the regulations
2. A requirement that each board of education, or governing body of each charter school, adopt and implement training guidelines and an annual training program for all school employees who are mandatory reporters of child abuse or neglect
3. A requirement that training shall emphasize the importance of mandatory reporting of abuse, including the obligation of mandated reporters to report suspected abuse by other mandated reporters, and information on how to establish an atmosphere of trust so that students feel their school has concerned adults with whom they feel comfortable discussing matters related to abuse
4. A requirement that all mandatory reporters shall, upon finding reasonable cause, directly and immediately report suspected child abuse or neglect

The initial Task Force was charged with studying and identifying strategies for preventing child sexual abuse and met for the first time in January 2012. During that year, the Task Force conducted four public hearings and heard from 35 experts of different backgrounds involved in the prevention, intervention and treatment of child sexual abuse. This process resulted in the Task Force members reaching consensus on 22 recommendations for the final report. The 22 recommendations can be viewed on page 7: <http://missourikidsfirst.org/wp-content/uploads/2013/01/Task-Force-CSA-Report-final-and-printed.pdf>. This report was issued to the governor, Missouri General Assembly, and the State Board of Education on December 31, 2012.

The original authority for the Task Force was completed once the report was issued; however, the group chose to remain a “Task Force” to ensure implementation of the recommendations. The group met from 2013 through 2016 and focused on four priority areas based on the 22 recommendations:

1. Standardized training for mandated reporters
2. Best practices and standards for multidisciplinary teams (MDT), law enforcement, prosecutors and medical providers
3. Youth with illegal or inappropriate sexual behaviors
4. Mental health services for sexually abused children

The Task Force was reauthorized by the General Assembly in 2013 with a mission to continue gathering information concerning child sexual abuse and receiving reports and testimony from individuals, state and local agencies, community-based organizations and other public and private organizations, and to create goals for state policy. In addition, Section 160.2100, RSMo requires DESE, in collaboration with the Task Force, to make yearly reports to the General Assembly on the department’s progress in preventing child sexual abuse.

The current Task Force is operating as a group of committed stakeholders who want to take steps to prevent child sexual abuse.

Data from their most recent annual report indicates that Children's Division received more than 82,000 hotline calls and helped more than 79,000 children during calendar year 2016. Children's Division's service workers determined there was reasonable cause that abuse/neglect occurred toward 6,302 Missouri children. Of those 6,302 victims of abuse and neglect, 1,250 children suffered from sexual abuse. There is a critical need in Missouri to address this problem and to support child victims and their families.



Data from the previous year show a small decrease in the number of sexual abuse cases in Missouri. The following table is from the Children's Division Child Abuse and Neglect 2016 Annual Report, as data from 2017 is not yet available. It summarizes the frequency and type of abuse and neglect substantiated during the reporting period January 1 through December 31, 2016:

**Substantiated Children by Category of Abuse/Neglect, 2015 & 2016**

2015		2016		
Number	Percent	Number	Percent	
Neglect	3,652	58.5%	3,723	59.1%
Physical Abuse	1,421	22.8%	1,393	22.1%
Sexual Abuse	1,328	21.3%	1,250	19.8%
Emotional Abuse	309	4.9%	318	5.0%
Medical Neglect	171	2.7%	169	2.7%
Educational Neglect	84	1.3%	62	1.0%

The percent column represents the percentage of 6,302 total substantiated children. Percent total is greater than 100 because a child may be substantiated for up to six categories of abuse/neglect.

Fondling or touching was the most frequent worker finding for sexually abused children. The 10 most often reported worker findings for sexually abused children are shown below:

**Worker Findings for Sexually Abused Children during FY 2016**

	Number	Percent
Fondling/Touching	759	60.7%
Other Sexual Abuse	539	43.1%
Oral Sex, Sodomy	256	20.5%
Intercourse	237	19.0%
Digital Penetration	147	11.8%
Pornography	54	4.3%
Inappropriately Giving Drugs	25	2.0%
Blaming, Verbal Abuse, Threatening	21	1.7%
Lack of Supervision	19	1.5%
Other Physical Abuse or Injury	15	1.2%

The percent column is the percentage of 1,250 substantiated sexually abused children. Percent total is greater than 100 because multiple findings may be found for a child.

\*Missouri Children's Division. Child Abuse and Neglect Fiscal Year 2016 Annual Report (2017).



## III. Goals, Recommendations and Outcomes

The goals and recommendations below include information provided to DESE from the Task Force work groups through the fall of 2017. This includes information from the Task Force as well as subcommittees assigned by the Task Force to address specific goals. The work of the Task Force will continue to address these and other emerging issues during 2018.

### **Priority 1: Standardized training for mandated reporters**

The goal of this priority area is to provide comprehensive training so that all mandated reporters have the knowledge, skills and dispositions to effectively identify and then report child abuse, sexual abuse and neglect.

#### **Outcomes for 2017**

The Standardized Training for Mandated Reporters launched in November 2016 after input from various stakeholders over multiple years. This training is self-paced, and is designed to empower Missouri's mandated reporters and all adults interested in protecting children. This course provides up-to-date information about who is a mandated reporter under Missouri law, the legal responsibilities and protections of a mandated reporter, the indicators of abuse and/or neglect, how to respond to suspicions of abuse and/or neglect, and how and when to make a report to the Missouri Department of Social Services' Child Abuse and Neglect Hotline Unit. The training has also been approved for one continuing education unit and two clock hours from Child Care Aware. Training is available at <http://protectmokids.com>. This year, the training has been updated with statute changes from the last legislative session. Over 9,500 professionals have participated in the training thus far in 2017. The training will continue to be promoted throughout Missouri, but this work group has been disbanded as it has exceeded its original goal and the Task Force has new areas of focus.



## **Priority 2: Best practices and standards for multidisciplinary teams (MDT), law enforcement, prosecutors and medical providers**

The goal of this priority is to identify and develop effective and objective protocols and standards to evaluate the efficacy of multidisciplinary teams working with children and families, to implement recommendations and best practices identified in the Report from the Task Force on the Prevention of Sexual Abuse of Children and the 2014 Recommendations for Continuous Improvement of Multidisciplinary Teams, and further the utilization of the instruction on the Multidisciplinary Team Levels of Response Matrix.

### **Task Force recommended actions to address this priority during 2017**

1. Work with MDTs to assess current practice
2. Work with MDTs to implement previously identified best practices
3. Develop and implement training for local MDTs

### **Outcomes for 2017**

Missouri Office of Prosecutor Services (MOPS) had a new Child Abuse Fellow funded by the Children's Justice Act. As part of the grant, the Fellow looked at MDT functioning and provided training to MDT members. MOPS received funding to hire the Fellow full time as the new Child Abuse Resource Prosecutor for Fiscal Year 2018.

Missouri KidsFirst (MKF) received funding from Victims of Crimes Act for an MDT Specialist position. This new position will work with the Child Abuse Resource Prosecutor using tools and methods previously developed by the MDT work group to implement best practices and to provide and implement training to MDTs.

The MDT work group combined with the MKF Professional Development group continues to work on implementing MDT best practices, as well as developing and implementing training.

The new positions through MOPS and MKF will continue to support local MDTs so that they may better serve children and families.



## Priority 3: Youth with illegal or inappropriate sexual behaviors

The goal of this priority area is to identify and fund evidenced-based, early intervention and treatment for youth with illegal or inappropriate sexual behaviors.

### Task Force recommended actions to address this priority during 2017

1. Establish continued funding for additional training for juvenile and family court judiciaries to enhance their understanding of best and promising practice, the benefits of early intervention for youth with sexual behavior problems, and the role of the Children's Division and qualified mental health providers
2. Establish certification or licensing requirements for mental health practitioners who provide treatment to youth with problem sexual behavior in order to ensure quality clinical services and promote optimal outcomes for children and families

### Outcomes for 2017

In 2017, the work group identified the need to train professionals within Missouri about Youth with Problem Sexual Behaviors. In September and October of 2017, thanks to the Children's Justice Act grant from the Missouri Task Force on Children's Justice, four trainings were provided. The Metropolitan Organization to Counter Sexual Assault (MOCSA) was the agency who received, managed and facilitated the trainings.

The trainings were entitled "Responding to Youth with Sexual Behavior Problems: A Multidisciplinary Approach." The goal of the training was to prepare professionals to better understand and respond to youth with sexual behavior problems. The trainings were purposefully held in regions of the state that are more rural and may not typically have access to this type of training. The locations included Springfield, Kirksville, Cape Girardeau and St. Joseph.

There was a variety of professionals who participated in the training, including employees of the Children's Division, the Juvenile Office, case managers, treatment providers and members of the law enforcement community. At the time of this report, a total of 165 attendees have participated in the training, and an additional training is scheduled in Lexington.

The Task Force is now considering what other trainings would be beneficial for the public to continue to address this area of concern specifically as it relates to providing evidence-based treatment models for these youth. The Task Force also agreed that this work group should undertake a review of implementation of the legislation passed in 2015 (Senate Bill 341).

The Task Force continues to work towards establishing a certification or licensing requirement to ensure that quality clinical services are available to Youth with Problem Sexual Behaviors.



## **Priority 4: Mental health services for sexually abused children**

The goal of this priority area is to identify and fund the expansion of mental health services to children who have been sexually abused. The following recommendations center on screening and building a network of services and providers. They also address financial incentives and current structural disincentives, promote availability of services, and promote trauma-informed practices and agencies.

### **Outcomes for 2017**

The Mental Health Services work group achieved its goal of expansion of mental health services by the creation of the Missouri Children's Trauma Network. Its creation in 2016 helped train clinicians, improved screening and assessment, and collected data from treatments to demonstrate value. Approximately 370 people attended the 2017 Missouri Children's Trauma Network Training Summit. As the Network moves forward, it will provide support to child-serving agencies and schools integrating trauma-informed practices.

This work group will not continue meeting as the Network has taken over the scope of work outlined for the group, and the Task Force has other areas of focus for the coming year.



## IV. Future Work

This year has been a time of transition for the Task Force on the Prevention of Sexual Abuse of Children. At the beginning of 2017, the Joint Committee on Child Abuse and Neglect approached the Task Force to request assistance delineating priority areas and tasks to prevent child abuse and neglect. The first two meetings of the year were focused on discussions about what Missouri could do to reduce the incidences of child abuse and neglect. The Joint Committee identified four new priority areas to prevent child abuse and neglect: Children's Division investigations, law enforcement investigations, home visits and foster care. The Task Force agreed to explore further in these areas. A transition in staffing at Missouri KidsFirst provided an opportunity to review past recommendations and accomplishments from the original 2012 report. Missouri KidsFirst led a focused discussion and review of the 2012 Task Force report recommendations at the final Task Force meeting in October 2017. The group was able to decide on the continuation or termination of current and original work groups after reviewing the 2012 recommendations and discussing what outcomes have occurred between 2012 and 2017. The Task Force group agreed that several work groups should reconvene, and several are no longer needed at this time but may need to be revisited if funding for continued work and/or statute changes allow. It was also decided that Missouri Children's Trust Fund will facilitate the development of the home visiting recommendations. At this time, the Task Force will work on recommendations to strengthen child abuse and neglect prevention and interventions in Missouri through the following work groups:

1. Youth with Problem Sexual Behaviors
2. Multi-Disciplinary Team Excellence
3. Child Abuse Investigations (combining the work of the law enforcement investigations and Children's Division investigations)\*
4. Primary Prevention of Child Abuse and Neglect\*
5. Foster Care\*

\*Indicates a new work group. The three new work groups already have specific areas of concentration that will drive their work in 2018.

The **Child Abuse Investigations work group** in 2018 will assess and recommend revisions to current statutes, policies and practices in regards to how the Missouri Department of Social Services Children's Division and the various law enforcement agencies around the state investigate child abuse/neglect by

1. identification of agency and community partners with experience and expertise in child abuse/neglect investigations;
2. initiating an assessment of the current practices, policies and statutes impacting child abuse/neglect investigations, both within Children's Division and law enforcement; and
3. beginning an assessment of best practices in other states regarding investigations of child abuse/neglect.

The **Primary Prevention of Child Abuse and Neglect work group** will work in 2018 to address Recommendations 1, 2, 3 and 13 listed in the original 2012 Task Force report.

The **Youth in Foster Care work group** will assess and recommend revisions to current statutes, policies, and practices to reduce the vulnerabilities of youth in foster care for sexual abuse and sex trafficking by

1. increasing awareness of the vulnerability of youth in foster care to sexual abuse and sex trafficking;
2. initiating an assessment of the current practices, policies and initiatives that impact the number of children residing in residential/congregate care settings as well as the length of stay and reentry; and
3. initiating an assessment of the current practices, policies and statutes that delay permanency for children.



Since beginning in 2017, the Foster Care Work Group has already worked on these goals. Placing children in family settings can reduce their vulnerability to sexual abuse and sex trafficking. The work group has begun to assess efforts to reduce the number of children in residential/congregate care settings, including initiatives in wrap-around services, treatment benchmarks, discharge planning, identification of and involvement of placement families prior to discharge, and treatment homes. Greene County has begun holding monthly Residential Placement Review Hearings to address why a child is placed in residential care, what the treatment goals are, what progress has been made, what the discharge plan is, and what services will be put in place to ensure the transition from residential care is successful. Since beginning these review hearings in February of 2017, Greene County has reduced the number of children in residential care. Appendix III contains the forms Greene County created for the hearings. The work group will continue to assess initiatives taking place across the state to recommend best practices in 2018.

Connecting children to forever families and giving them permanency is another way to reduce the vulnerability of children in foster care. The work group has begun to identify barriers to permanency including lack of attorneys to file Termination of Parental Rights (TPRs), lack of data tracking the time between goal changes and filing of a TPR, dropping jurisdiction, and post-adoptive support services. The work group will continue to assess these barriers to recommend best practices in 2018.



# Appendix I

## Members of the Task Force

During 2017, the dedication and expertise of the Task Force on the Prevention of Sexual Abuse of Children has been an invaluable resource as work continues to develop and frame policy that effectively addresses the needs of child abuse victims and their families. This list is not comprehensive due to the inception of new subcommittees and disbanded work groups. The following individuals have participated:

- **Annie Wilson, chair, Missouri KidsFirst**
- Kimberly Allen, Child Safe of Central Missouri
- Dr. James Anderst, Children's Mercy
- Chrissy Bashore, Department of Elementary and Secondary Education
- Kathy Carr, COMTREA
- Jerry Cox, Fort Zumwalt School District
- Senator Bob Dixon
- Amber Ernst, Department of Elementary and Secondary Education
- Nancy Foster, Missouri Coalition Against Domestic and Sexual Violence
- Cara Gerdiman, Kids Harbor Child Advocacy Center
- Representative Marsha Haefner, Missouri Juvenile Justice Association
- Sherrie Hamner, Missouri Office of Prosecution Services
- Marcia Hazelhorst, Missouri Juvenile Justice Association
- Greg Holtmeyer, The Phoenix Project
- Rhonda Kane, Francis Howell School District
- Verna Kelsey, North Central Missouri Child Advocacy Center
- Sara Lee, Missouri KidsFirst
- Julie Lester, Department of Social Services
- Keith Ray Mackie, Office of Senator Bob Dixon
- Matthew Moncado, Good Samaritan Boys Ranch
- Jill Mueth, University of Missouri, St. Louis
- Donna Neely, Missouri KidsFirst
- Gwen O'Brien, Synergy Services, Inc.
- Joy Oesterly, Missouri KidsFirst
- Ashley Ramsdale, Good Samaritan Boys Ranch
- Abby Sapp, Jefferson Co. Juvenile Office Staff Attorney
- Kirk Schreiber, Children's Trust Fund
- Kelly Schultz, Office of Child Advocate
- Carmen Schulze, Great Circle
- Jessica Seitz, Missouri KidsFirst
- Linda Shaw, Cardinal Glennon Children's Hospital
- Melissa Smyser, Department of Mental Health
- Jennifer Sommerfield-Sager, Missouri KidsFirst
- Nancy Spargo, St. Louis Center for Family Development
- Scott Summers, Missouri School Board's Association
- Sissy Swift, The Child Center
- Catherine Vannier, Missouri Office of Prosecution Services
- Emily Van Schenkhof, Missouri Children's Trust Fund
- Kate Watson, Office of the Child Advocate
- Kara Wilcox-Bauer, Department of Social Services
- Leslie Wiss, Saint Louis University



- René Yoesel, Department of Elementary and Secondary Education
- Melody York, Department of Mental Health

### Foster Care Work Group

- **Kelly Schultz and Kate Watson, co-chairs, Office of Child Advocate**
- DeAnna Alonso, Central Missouri Foster Care and Adoption Association
- Tiffani Baldner, Synergy Services, Inc.
- Mary Chant, Missouri Coalition of Children's Agencies
- Conner\*, Youth in Care
- Ivy Doxley, Department of Social Services
- Sally Gaines, Department of Social Services
- Kari Lane, Foster Parent
- Lizzie\*, Youth in Care
- Jeremy Milarsky, Missouri Coalition of Children's Agencies
- Gwen O'Brien, Synergy Services, Inc.
- Emily Van Schenkhof, Missouri Children's Trust Fund
- Amanda Towns, Central Missouri Foster Care and Adoption Association
- Annie Wilson, Missouri KidsFirst

\*Last names of minors not listed

### Child Abuse Investigations Work Group

- **Gwen O'Brien, chair, Synergy Services, Inc.**
- Dr. James Anderst, Children's Mercy
- Teri Armistead, Office of Child Advocate
- Mark Beardsley, Holts Summit Police Department
- Michael Beetsma, 43<sup>rd</sup> Circuit Children's Division
- Lori Burns Bucklew, Foster Adopt Connect
- Lori Fluegel, Kansas City Roundtable
- Cara Gerdiman, Kids Harbor Child Advocacy Center
- Kim Grebner, State Technical Assistance Team
- Sherrie Hamner, Missouri Office of Prosecution Services
- Marcia Hazelhorst, Missouri Juvenile Justice Association
- Cindy Janczewski, IIS Cornerstones of Care
- Jason Lamb, Missouri Association of Prosecuting Attorneys
- Sara Lee, Missouri KidsFirst
- Lisa Mizell, Child Protection Center
- Joy Oesterly, Missouri KidsFirst
- Jason Perkins, Howell County Children's Division
- Brenda Porter, Rainbow House Child Advocacy Center
- Abby Sapp, Jefferson Co. Juvenile Office Staff Attorney
- Jessica Seitz, Missouri KidsFirst
- Jennifer Somerfeld-Sager, Missouri KidsFirst
- Matt Stewart, Joplin Police Department
- Emily Van Schenkhof, Children's Trust Fund
- Kylee Waite, Children's Division Sup. 12<sup>th</sup> Circuit
- Jessica Washington, Children's Division
- Kara Wilcox-Bauer, Department of Social Services
- Sondra Zink-Groves, Kansas City Police Department



### **MDT Excellence Work Group**

- **Sherrie Hamner, chair (7/1/17), Missouri Office of Prosecution Services**
- **Sara Lee, chair (7/1/17), Missouri KidsFirst**
- **Catherine Vannier, chair (1/1/17– 6/30/17), Missouri Office of Prosecution Services**
- Kimberly Allen, Child Safe of Central Missouri
- Mari Asbury, Child Safe
- Tiffani Baldner, Synergy Services, Inc.
- Kathy Carr, COMTREA
- Vickie Dudley, Children's Center of Southwest Missouri
- Amy Fite, Christian County Prosecutor's Office
- Annie Gibson, Daviess County Prosecutor's Office
- Rodney Jones, Retired STAT
- Verna Kelsey, North Central Missouri Child Advocacy Center
- Matt Lindemeyer, STAT
- Linda McQuary, St. Louis Children's Advocacy Center
- Donna Neely, Missouri KidsFirst
- Gwen O'Brien, Synergy Services, Inc.
- Joy Oesterly, Missouri KidsFirst
- Amy Robins, The Child Advocacy Center, Inc., Wentzville
- Katie Schaefer, Buchanan County Prosecutor's Office
- Dwight Scroggins, Buchanan County Prosecutor's Office
- Chris Seufert, Platte County Prosecutor's Office
- Shannon Stephens, Christian County Prosecutor's Office
- Kim Stewart, The Child Advocacy Center, Inc., West Plains
- Sissy Swift, The Child Center
- Kristen Tuohy, Christian County Prosecutor's Office
- Emily Van Schenkhof, Missouri Children's Trust Fund
- Tammy Walden, 26<sup>th</sup> Circuit Juvenile Office
- Kara Wilcox-Bauer, Department of Social Services
- Annie Wilson, Missouri KidsFirst
- Trenny Wilson, Northwest Missouri Children's Advocacy Center

### **Illegal/Inappropriate Sexual Behavior Work Group**

- **Rene McCreary, chair, Metropolitan Organization to Counter Sexual Assault**
- **Matthew Moncado, chair, Good Samaritan Boys Ranch**

### **Primary Prevention of Child Abuse and Neglect**

- **Annie Wilson, chair, Missouri KidsFirst**

**Mental Health and Mandated Reporting Work Groups** did not meet this year, as their goals were met and the Task Force chose new areas of focus for 2018.

# Appendix II



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
OFFICE OF QUALITY SCHOOLS – MISSOURI SCHOOL IMPROVEMENT PROGRAM

## MISSOURI SCHOOL IMPROVEMENT PROGRAM ITEMS NOT WAIVED CHECKLIST 2017-2018

SCHOOL DISTRICT NAME	COUNTY-DISTRICT CODE
DISTRICT CONTACT NAME	DISTRICT CONTACT PHONE NUMBER
DISTRICT CONTACT EMAIL	FORM DUE DATE <b>November 30, 2017</b>

### INSTRUCTIONS

The Missouri Department of Elementary and Secondary Education (DESE) has the statutory responsibility to ensure Missouri's public school districts are compliant with state and federal laws and State Board of Education regulations. All districts must annually complete the Missouri School Improvement Program (MSIP) Items Not Waived Checklist.

Mark each item as **Yes, No, K-8, or N/A** (not applicable). If answering No or N/A, provide explanation in the comment box below.

**Postmarked by the Form Due Date above.**

**MAIL** the completed form by the **Form Due Date above** to: Missouri School Improvement Program, Missouri Department of Elementary and Secondary Education, PO Box 480, Jefferson City, MO 65102-0480.  
OR

**EMAIL** the completed form by the **Form Due Date above** to [msip@dese.mo.gov](mailto:msip@dese.mo.gov).

**QUESTIONS:** Contact your area supervisor or the School Improvement Section at 573-751-4426 or [msip@dese.mo.gov](mailto:msip@dese.mo.gov).

### ASSURANCES

The superintendent assures compliance with each of the items by completing the checklist and signing this form.

SIGNATURE OF SUPERINTENDENT

DATE

### COMMENTS

Comment(s) if answering No or N/A to any item.

*It is the policy of the Missouri Department of Elementary and Secondary Education not to discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs or employment practices as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. Inquiries related to Department employment practices may be directed to the Jefferson State Office Building, Human Resources Director, 8th floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, Missouri 65102-0480; telephone number (573) 751-9619 or TTY (800) 735-2966. Inquiries related to Department programs and the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator-Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number (573) 526-4757 or TTY (800) 735-2966, [civilrights@dese.mo.gov](mailto:civilrights@dese.mo.gov).*

## MSIP ITEMS NOT WAIVED CHECKLIST

1. The district complies with state high school graduation requirements (5 CSR 20-100.190) (section 170.345, RSMo) (MSIP 5 Resource Standard R-3).
2. The district provides regular instruction in the [United States and Missouri Constitutions](#), as well as American History, American Institutions and American Civics. Unless an exception applies, students are required to successfully complete a course of such instruction that is at least one semester in length, as required by section 170.011, RSMo (MSIP 5 Resource Standards R-1 and R-2).
3. All administrators and teachers are appropriately licensed or certificated to teach in Missouri public schools (substitute certificates are not appropriately certified) (5 CSR 20-100.255) (section 168.011, RSMo) (MSIP 5 Resource Standard R-10).
  - Superintendent (5 CSR 20-100.105)(MSIP 5 Resource Standard R-7)
  - Principals (MSIP 5 Resource Standard R-9)
  - Teachers (MSIP 5 Resource Standard R-10)
  - Other certificated staff (MSIP 5 Resource Standards R-5, R-6, R-8, and R-10)
4. The district has aligned all curricular areas to the [Show-Me Standards](#) as required in section 160.514. RSMo (MSIP 5 Process and Standard I-5)
5. The district reports school dropouts to the [Missouri Literacy Hot Line](#) (section 167.275, RSMo).
6. The district meets state and federal special education requirements for students with disabilities, economically disadvantaged students, migratory children, students whose native or home language is other than English, and homeless youth (5 CSR 20-100.130) (5 CSR 20-100.140) (5 CSR 20-300.110 to .200) (MSIP 5 Process Standard G-5).
7. The district complies with all the regulations of the state and federal programs in which the district participates (5 CSR 20-100.130, 5 CSR 20-100.140, and 5 CSR 20-300.110 to .200) (MSIP 5 Process Standard G-5).
8. The district has a written discipline policy, provides the policy to students, parents, and guardians and follows the requirements of section 160.261, RSMo. (MSIP 5 Process Standard I-8).
9. The district provides professional development programs and services as required by sections 168.400 and 160.530, RSMo (MSIP 5 Process Standard TL-2).
10. Board of education members are trained as prescribed by section 162.203, RSMo (MSIP 5 Process Standard G-7).
11. The district meets the salary compliance requirements and the minimum salary requirements as defined in section 163.172, RSMo.
12. The district's community, through the board of education, provides sufficient financial resources and the district is not currently identified as a "financially stressed district" as defined in section 161.520, RSMo (MSIP 5 Process Standard G-8).
13. The district annually reviews its Comprehensive School Improvement Plan and updates it if necessary (5 CSR 20-100.105) (MSIP 5 Process Standard G-2).
14. The district provides a safe physical environment for students (sections 160.261 and 160.660, RSMo) (MSIP 5 Process Standards G-6 and G-8).
15. The district implements effective and efficient fiscal management systems that ensure accountability of district funds (5 CSR 30-4.030) (MSIP 5 Process Standard G-8).
16. The district maintains immunization records as required by statute (sections 167.181 and 167.183, RSMo).
17. The district complies with all statutes related to the transportation of students (sections 162.621, 167.231, 167.241, and 163.161, RSMo).

## ADDENDUM TO MSIP ITEMS NOT WAIVED CHECKLIST

1. The district provides one-half unit of high school health and personal finance credit for graduates (5 CSR 20-100.190).
2. The district employs appropriate procedures to assure the accurate and timely reporting of data to state and federal agencies.
  - \_\_\_ Core Data and Missouri Student Identification System (MOSIS) (section 161.092, RSMo).
  - \_\_\_ Self-Monitoring Documents
  - \_\_\_ Child Abuse and Neglect Hotline (section 210.145, RSMo).
  - \_\_\_ Safe Schools Act (sections 160.261, 160.522, 160.660, 160.700, 161.210, 161.650, 162.680, 163.031, 167.020, 167.023, 167.026, 167.029, 167.113, 167.115, 167.117, 167.161, 167.164, 167.171, 167.335, 167.624, 167.627, 170.260, 195.017, 195.214, 195.246, 195.248, 210.865, 211.188, 302.272, 304.076, 475.060, 569.155, 571.010, 571.030, 574.085, 574.115, and 575.090, RSMo), and Drug-Free Schools and Communities (sections 161.500 to 161.508, RSMo).
3. The district has adopted an anti-bullying policy that includes the required components as outlined in section 160.775, RSMo, is distributed in the student handbook and has provided training of employees in the requirements of the policy.
4. The district is in compliance with the [requirements](#) on [earthquake](#) safety in accordance with statute (sections 160.451, 160.453 160.455, and 160.457 RSMo).
5. The district has developed standards for teaching (section 160.045, RSMo) (MSIP 5 Process Standard TL-1).
6. The district has designated a staff person to be an educational liaison for foster care children (section 167.018, RSMo).
7. The district has adopted policies to prohibit confining a student in an unattended, locked space except for an emergency situation while awaiting the arrival of law enforcement personnel (section 160.263, RSMo).
8. The district has adopted a written policy that addresses the use of restrictive behavioral interventions as a form of discipline or behavior management technique (section 160.263, RSMo).
9. The district ensures that students in elementary schools participate in moderate physical activity, as described in statute, for an average of one hundred fifty minutes per week or thirty minutes per day. Students with disabilities must participate to the extent appropriate (section 167.720, RSMo).
10. The district ensures that elementary school students be provided a minimum of one recess period of twenty minutes per day, which may be incorporated into the lunch period (section 167.720, RSMo).
11. The district has adopted a policy on allergy prevention and response with priority given to addressing potentially deadly food-borne allergies (section 167.208, RSMo).
12. The district has adopted a policy to address allegations of sexual misconduct by a teacher or any school employee (section 160.261, RSMo).
13. The district has adopted a written policy relating to information that the district will provide about former employees (certified and non-certified) to other public schools (section 162.068, RSMo).
14. The district has adopted a policy related to appropriate employee-student communications, including but not limited to, verbal communication, electronic media, and social networking (section 162.069, RSMo).
15. The district includes in its annual school accountability report card whether the district currently has a state-approved gifted education program and the percentage and number of students being served by the program (section 160.522, RSMo).
16. The district implements specified criteria regarding the enrollment and educational success of foster care children (sections 160.1990, 167.019, and 210.1050, RSMo).
17. All school personnel shall participate in a simulated active shooter and intruder response drill conducted by law enforcement professionals, as described in statute. Program instructors must be certified by the Department of Public Safety's Peace Officers Standards Training Commission (section 170.315, RSMo).
18. The district waives proof of residency requirements for a child whose parent or guardian is serving on specified active duty military orders (sections 160.2000 and 167.020, RSMo).
19. The district requires the reporting of child abuse, including allegations of sexual misconduct involving a teacher or other employee of the district, in accordance with law (sections 160.261 and 210.115.1, RSMo).
20. The district provides adequate instruction in physical education and fine arts (5 CSR 20-100.105).
21. The district has adopted a policy consistent with the Missouri Student Religious Liberties Act (section 160.2500, RSMo).

22. If the district elects to appoint school protection officers, the district abides by all conditions set forth in statute (section 160.665, RSMo).
23. The district ensures that all educators in its employ who hold a career continuous certificate complete a minimum of fifteen contact hours of professional development annually unless exempt (section 168.021, RSMo).
24. The district shall establish a written policy on student participation in statewide assessments (section 160.570.2, RSMo).
25. The district has adopted or developed curriculum used by the district (section 160.514, RSMo).
26. The district complies with state law regarding the effective evaluation of educators (5 CSR 20-400.375) (section 168.128, RSMo).
27. The district course materials relating to sexual education instruction shall comply with statute (section 170.015, RSMo).
28. The district complies with statute related to posting child abuse and neglect hotline information (section 160.975.1, and 210.145, RSMo).
29. The district shall determine a child is gifted only if the child meets the definition of "gifted children" as provided in section 162.675, RSMo (section 162.720, RSMo).
30. The district ensures that the Pledge of Allegiance to the flag of the United States of America is recited in at least one scheduled class of every pupil enrolled in the school no less often than once per school day (section 171.021, RSMo).
31. The district ensures that all students entering ninth grade after July 1, 2017 pass an examination on the provisions and principles of [American civics](#) as required by section 170.345, RSMo (section 170.345, RSMo).
32. Beginning in the 2017-18 school year and subsequent years, prior to graduation pupils must receive thirty minutes of cardiopulmonary resuscitation instruction and training in the proper performance of the Heimlich maneuver or other first aid for choking. Instruction is included in the districts existing [health or physical education curriculum](#) (section 170.310, RSMo).
33. The district shall provide the address of the [trauma-informed website](#) developed by DESE to all parents before October first of each school year (section 161.1050, RSMo) once developed.

#### **NOT APPLICABLE FOR 2017-2018**

34. Beginning in the 2018-19 school year and each subsequent year, each public school shall conduct dyslexia screenings for students and provide reasonable classroom support consistent with guidelines developed by DESE (section 167.950, RSMo).
35. Beginning in the 2018-19 school year and each subsequent year, the school district shall offer two hours of in-service training for all practicing teachers regarding dyslexia and related disorders (section 167.950, RSMo).
36. By July 1, 2018, the district will have adopted a [youth suicide awareness and prevention policy](#) that includes plans for how the district will provide for the training and education of district employees consistent with the requirements in section 170.048, RSMo (section 170.048, RSMo).
37. By July 1, 2018, the district will have adopted a policy and implemented a measurable system for identifying students in their ninth grade year, or students who transfer into the school subsequent to their ninth grade year who are at risk of not being ready for college or entry level career positions consistent with the requirements in section 167.905, RSMo (section 167.905, RSMo).

# Appendix III: Sample Greene County Foster Care Forms

## **Notice of Discharge from Residential Placement**

Forward to Rebecca Furtak ([Rebecca.Furtak@courts.mo.gov](mailto:Rebecca.Furtak@courts.mo.gov)), Juvenile Officer and Tammy Bates ([Tammy.R.Bates@dss.mo.gov](mailto:Tammy.R.Bates@dss.mo.gov)) to remove juvenile from Residential Placement Review Hearing docket.

Name \_\_\_\_\_

Court Case number \_\_\_\_\_

Age \_\_\_\_\_

Date Juvenile was discharged from Residential Placement \_\_\_\_\_

What type of placement was juvenile discharged to? (Ex. home, foster home, therapeutic foster home)

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**Notice of Residential Placement**

Forward to Rebecca Furtak ([Rebecca.Furtak@courts.mo.gov](mailto:Rebecca.Furtak@courts.mo.gov)), Juvenile Officer and Tammy Bates ([Tammy.R.Bates@dss.mo.gov](mailto:Tammy.R.Bates@dss.mo.gov)) to schedule Residential Placement Review Hearing

**Name** \_\_\_\_\_

**Court Case number** \_\_\_\_\_

**Age** \_\_\_\_\_

**Date Juvenile Entered Care** \_\_\_\_\_

**Date Juvenile Entered Residential Placement** \_\_\_\_\_

**Placement** \_\_\_\_\_

**Projected Discharge Date** \_\_\_\_\_

**Discharge Plan**

(I.e. therapies, services, steps towards less restrictive placement)

1.

2.

3.

4.

5.

*\*Once the form is forwarded to the Juvenile Office, a residential placement review hearing will be scheduled.*